

Dartford Science and Technology College - Attendance Policy Addendum - Covid-19

June 2020

In light of new ways of working to keep both students and staff safe, the following addendum is added to our Attendance Policy. All temporary changes apply to each school day up to and including Friday 17th July 2020.

1. **Parents / Carers must follow the government advice at all times as listed under the “Guidance and Support” section of the .GOV website: <https://www.gov.uk/coronavirus>.** DSTC has additional put the following support in place to help families with student attendance:
 - Students who do not attend school despite being eligible will be recorded as an authorised absence. Parents / Carers will not need to supply any evidence or additional reasoning for their daughter not attending school.
 - Parents should consult the DSTC “Travelling to School Safely” document for help and support with how to ensure their daughter travels to school safely (*included at the end of this addendum*).
2. **Students should attend school if they feel safe and well to do so. If a student has been asked to attend school, they must aim to be punctual.** The following changes and considerations have been put in place to support our students in their phased return to school:
 - The school day will begin at staggered times for different students: please see below. If you arrive before or at this time, you will be marked as present for school as normal. If you arrive more than 15 minutes later than this time, the AM register will be closed, you need to register in the main reception and you will be marked as absent for the morning. This is to ensure optimum site safety and support the smooth running of the school.
 - **Year 10** will be told by email in advance, given one of the following time slots: 8.30am, 8.40am, 8.50am
 - **Year 12** will all be asked to arrive at 9.00am each day
 - There will be no detentions issued for being late to school (AM registration) up to and including July 17th 2020.
 - PM registration takes place at 12.45pm, which is the time you must report to your afternoon lesson after lunch. If you have arranged to leave school earlier than this you must ensure you sign out at reception, using your own pen.
 - Students will be registered in class groups by the subject teacher
3. **Sanctions Update:** (not previously included in the Attendance Policy)
 - There will be no sanctions issued for being late to school (AM registration) up to and including July 17th 2020. However, students arriving more than 15 minutes late to school after the registration window ends will need to sign in at the main reception and will be marked late.
 - Students who persistently arrive at the wrong time will receive a phone call home. Arriving at the wrong staggered start time disrupts the measures we have put in place to keep students and staff safe.
 - There will be no sanctions issued for being absent from school up to and including July 17th 2020 if you are eligible to attend (As per the guidance from Kent County Council)